

FREDERICK COUNTY
Local Emergency Planning Committee (LEPC)
Meeting Minutes

DATE: Monday, April 9, 2012

LOCATION: Division of Fire and Rescue Services
Public Safety Training Facility
5370 Public Safety Place
Frederick, MD

ATTENDEES: Dennis Dudley, FPD; Gregory Eyer, Thurmont PD; Dewey Foreman, HAZMAT Vol.; Richard Himes, FC-DFRS; Chip Jewell, FC-DEC; Tom Meunier, FC-DPW; Seamus Mooney, FC-DEP; Doug Orner, VFRA; Judy Peterson, Red Cross; John Reginaldi, MEMA; Mike Marschner, FC-County Manager's Office; Todd Johnson, Frederick CAA; Tom Owens, FC-DFRS; Barbara Rosvold, FC-Health Department; David Chisholm, FMH; Alison Northcraft, MD-DHMH; Steve Cooper, FC-DEP

Vice Chairman Mooney called the meeting to order at 0840 hours, followed by introduction of those in attendance. Chairman Dudley then chaired the remainder of the meeting.

MEETING MINUTES:

- A motion was made by T. Meunier and seconded by J. Peterson that the minutes of the February 13, 2012, meeting be accepted as presented. The motion passed unanimously.

COMMITTEE REPORTS:

- External Committee
 - Committee Chairman S. Mooney stated that the bids for the 2012 DFRS/LEPC functional drills and EOC table-top exercise were received and evaluated by the Evaluation Sub-committee. DavisLogic, operating as All Hands Consulting, was selected. They met the requirements of the RFQ and their bid was lowest. Their bid was lower than the budgeted cost. He thanked the Evaluation Sub-committee for their work.
 - J. Peterson asked about the dates of the exercises.
 - S. Mooney reported that the RFQ calls for the field exercises to be completed by June 15 and the EOC exercise completed by the end of July.
- Internal Committee
 - No report.

OLD BUSINESS or INFORMATION:

- Status of 2012 joint DFRS & LEPC functional drills and EOC table-top exercise
 - Covered in External Committee Report above.

NEW BUSINESS:

- National Response Center Notifications
 - S. Cooper reported details of one Situational Awareness Report had been received from the National Response Center.

- State Emergency Response Commission approval of membership
 - S. Cooper reported that the State Emergency Response Commission approved the LEPC membership list submitted to it via the Frederick County Board of County Commissioners.

ROUNDTABLE:

- R. Himes
 - LSU will be conducting a hazardous materials sampling class in Frederick County in May.
 - He recently sent out a MEMA training update.
 - He has a group of individuals that need ICS 300 and 400 training. He needs more participants so the class doesn't get cancelled again due to low registration.
 - Several meeting attendees indicated they also had personnel who needed the training and would get in touch with him.
- S. Mooney
 - The County, via the Division of Emergency Management, is applying for Storm Ready Community certification. We will need to conduct a Severe Weather Spotter class.
- G. Eyler
 - Thurmont is getting ready for the G-8 Summit.
- T. Johnson
 - A Swift Water Rescue Exercise was conducted on February 18. An issue that was identified from the training was that participants needed a better understanding of the Incident Command System (i.e. - Incident Commander vs. Area Command roles).
- D. Dudley
 - A suspicious package was brought to the Frederick Police Station about two months ago. It turned out to be Ecstasy. It was shipped from a vacant residence address in Canada to a residence whose owner was out of the country. In addition, it was shipped in a package that no one was familiar with.
 - Jack Markey will be scheduling a meeting between first responder agencies and the FAA Control Tower at Frederick Airport.
- C. Jewell
 - The Back-up 9-1-1 Center is under renovation and currently has no radios, but CAD and telephones are available. They can operate out of the center, if needed, using portable radios. Once the renovation is completed, ECC personnel will be working out of the Back-up 9-1-1 Center while the primary facility is being renovated and upgraded.
 - They have been dealing with some Early Warning Siren issues, which have been corrected.
 - They are completing the training of five new ECC personnel.
 - They are finishing up the promotion process for supervisor and the promotion should be announced soon.
- B. Rosvold
 - The Health Department concluded their portion of a National Capital Region Exercise that involved the distribution of medications from a closed point of distribution (POD). Some good lessons were learned from the drill on how to get the medications to our employees.

- D. Chisholm
 - Page Etzler is no longer working at Frederick Memorial Hospital, and he is temporarily filling the emergency preparedness position.
 - FMH participated in the Health Department's closed POD exercise.
- A. Northcraft
 - Introduced herself as the Maryland DHMH Region 1 and 2 Hospital Emergency Preparedness Coordinator.

A motion was made by T. Johnson and seconded by J. Peterson to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 0900 hours.

The next meeting will be held on June 11, 2012, at the Division of Fire and Rescue Services, 5370 Public Safety Place, Frederick, MD 21704.

Respectively submitted by Steven Cooper, Secretary.